

CITY GOVERNMENT

The City of Riverside was incorporated in 1883 and operates under the Council-Manager form of government established by City Charter in 1953. Seven members make up the City Council, elected for four-year terms by geographically designated wards (districts). The Mayor is elected at large and serves as Presiding Officer of the Council, interprets policies and programs to the community, and serves as official head of the City for ceremonial purposes. The Mayor has a voice in all Council proceedings but votes only to break a City Council tie-vote. Members of the Council select a representative from among themselves to serve as Mayor Pro-Tempore. The City Council appoints the City Manager, City Attorney and City Clerk in conformance with the City Charter.

The City’s total budget of \$790.3 million reflects a regular full time staff of approximately 2600. The City provides all traditional municipal services and also operates electric and water utilities, a municipal airport, library, and museum.

The City Manager indirectly supervises all City departments. Assistant City Managers supervise the departments of Public Utilities, Police, Public Works, Fire, General Services, Human Resources, Information Technology, Museum, Library, Community Development, Development, Airport, and Parks, Recreation and Community Services, as well as the City’s financial operations.

Riverside emphasizes public participation through 17 advisory boards and commissions which review issues and make recommendations on a broad range of topics.

APPLICATION AND SELECTION PROCESS



*An Equal Opportunity Employer*

APPLY ONLINE: [www.riversideca.gov](http://www.riversideca.gov)

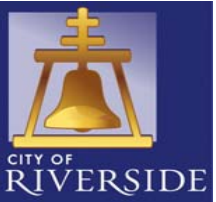
Marni Noll  
Human Resources Department  
3780 Market St., Riverside, CA 92501  
(951) 826-5715—Fax (951) 826-5943

Applications will be accepted until the position is filled. Review of applications will begin immediately.

To be considered, please submit an on-line application, available at:  
[www.riversideca.gov](http://www.riversideca.gov).

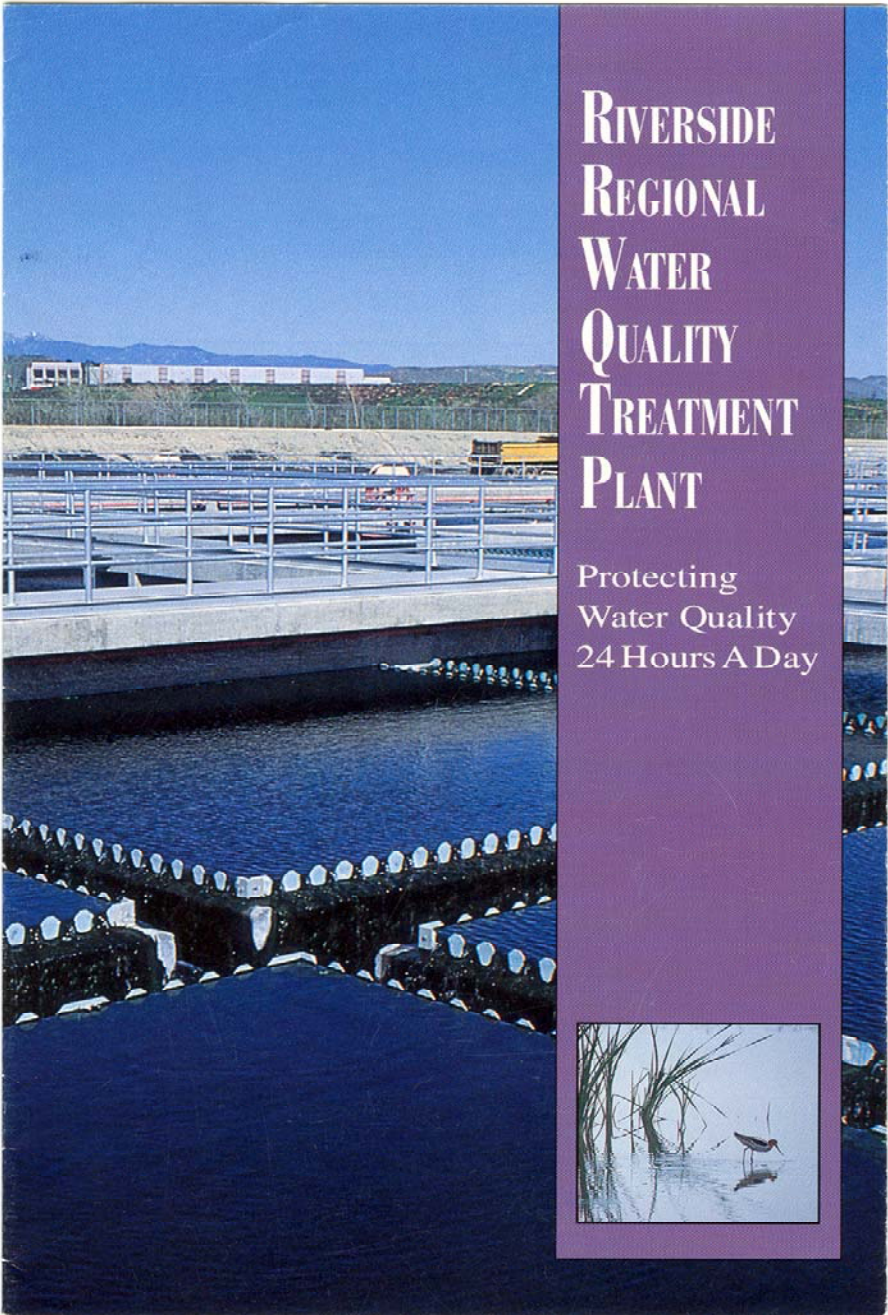
Applications will be reviewed in relation to the criteria outlined in this brochure. Applications will be screened and successful candidates may be invited to compete in the selection process. Candidates meeting the minimum qualifications will be placed on an eligibility list, which will remain in effect for six months.

*Our core values are integrity and credibility; commitment to service and action; accountability, Inclusiveness and diversity; loyalty, personal growth, innovation and teamwork.*



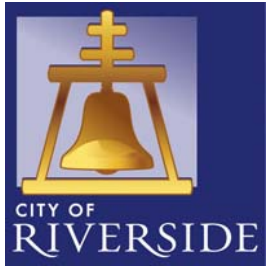
The City of Riverside  
Seeking a dynamic professional to serve as  
Environmental Compliance Supervisor

Salary Range: \$5,348—\$7,165 per month\*





## THE POSITION



Under general direction, to direct, supervise and review the work of technical subordinates in the Environmental Compliance section; to assist in the administration of the City's Ordinance Regulating the Discharge of Wastewater and the City's Sewer Service Charge Resolution; to ensure compliance with the National Pollutant Discharge Elimination System (NPDES) Permit for the Municipal Separate Storm Sewer System (MS4) and the Water Quality Management Plan for the Santa Ana Region; and to do related work as required.

This is a management class with responsibility for the City's Environmental Compliance section, the National Pollutant Discharge Elimination System, Municipal Separate Storm Sewer System and the Water Quality Management plant for the Santa Ana Region sections.

## EXAMPLE OF DUTIES

Typical duties may include, but are not necessarily limited to, the following:

- Administer the City's Pretreatment Program and all related duties under the direction of the Wastewater Operations Manager.
- Maintain storm water discharge compliance with the Municipal Separate Storm Sewer System permit for the Santa Ana River region.
- Establish and maintain procedures to implement the Water Quality Management Plan for the Santa Ana river region.
- Ensure Best Management Practices (BMP's) are used for storm water run-off from commercial and industrial facilities.
- Select, supervise, train and evaluate technical subordinates.
- Prepare the budget for the Environmental Compliance Program and maintain expenses within budget limits.
- Order supplies and materials; prepare cost estimates; and develop equipment specifications.
- Develop and implement goals, objectives, policies and priorities for the Environmental Compliance section.
- Plan and assign inspection work and special projects to subordinate inspectors.
- Review industrial, commercial and institutional accounts for sewer service charge review.
- Review plans of new construction for necessary industrial waste requirements.
- Evaluate industrial dischargers for compliance with discharge regulations; prepare compliance letters and implement enforcement action.
- Prepare and submit periodic reports to the California Regional Water Quality Control Board (CRWQCB) and other related regulatory agencies.
- Meet with CRWQCB staff, industrial dischargers and consultants regarding industrial wastewater problems.
- Attend water quality related hearings and meetings.
- Other duties as assigned.

## EDUCATION AND EXPERIENCE

**Education:** Equivalent to completion of a Bachelor's Degree with a major in chemistry, biology, environmental science or a closely related field. Additional qualifying experience may substitute for the required education on a year-for-year basis.

**Experience:** Two years of experience comparable to that of a Senior Environmental Compliance Inspector in the City of Riverside. A Master's Degree in chemistry, biology, environmental science or a closely related field may substitute for one year of the required experience.

**Necessary Special Requirement:** Possession of an appropriate, valid class "C" California Motor Vehicle Operator's License. Possession of a Grade III Environmental Compliance Inspector Certificate issued by the California Water Environmental Association and the ability to obtain a Grade IV Environmental Compliance Inspector Certificate within three test cycles from date of appointment.

*To qualify, education, experience and the necessary special requirements must clearly be indicated on the application.*

## COMPENSATION AND BENEFITS

- **The salary for this position is \$5,348—\$7,165 monthly.\***
- Retirement—The City is a member of the State of California Public Employee's Retirement System (PERS) and provides employees with the 2.7% @ 55 formula. The City also pays the employee's contribution toward the plan.
- Health Insurance—The City offers seven health insurance plans and contributes up to \$851 per month for employee and dependent coverage.
- Dental Insurance—The City provides three dental insurance plans and contributes up to \$45 per month.
- Life Insurance—The City provides and pays for term life insurance with accidental death and dismemberment equal to two times the annual salary plus \$1,000 to a maximum of \$600,000.
- Deferred Compensation—The City contributes up to \$250 per month to a 457 deferred compensation plan for a minimum \$50 monthly employee contribution.
- Leave Benefits—Includes all typical vacation, sick leave, bereavement leave and holiday benefits.

*\*Appointment may be made at any step contingent upon qualifications of the candidate.*

## THE COMMUNITY



Recently named one of "America's Most Livable Communities", Riverside is the largest city within one of the fastest growing regions in the country. As the 12th largest city in California, Riverside has a diverse population of approximately 300,000, covering over 85 square miles. Strong elected, civic, and business leadership has enabled a diversified economy, balanced land uses, quality developments, cultural amenities, and a progressive outlook that supports the community today and well into its promising future.

The City is centrally located in the Inland Empire Region approximately 60 miles east of Los Angeles and 100 miles north of San Diego. As the City has continued to develop into one of the most economically powerful cities in Southern California, it has maintained its historic virtues and cultural roots.